

OGC HAS REVIEWED.

16 July 1956

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MEMORANDUM FOR: [REDACTED]
SUBJECT : DD/S Meeting on Operation ALERT

[REDACTED] presided at the meeting which lasted from 2:15 until 3:30. Colonel White was present for about 10 minutes altogether. Most of the time was spent in going over in detail Colonel White's 12 July memorandum on the operation. [REDACTED] met with Dr. Flemming this morning and as a result of this meeting notified us on the following points, some of which differ from the original plans.

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a. The Director will attend the National Security Council meeting at 11 a.m. Friday, 20 July in Washington, D.C., before proceeding to [REDACTED]

b. Heads of agencies are to remain in command at the evacuation site through Saturday and then may turn command over to deputies until Wednesday.

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c. The heads of agencies will meet with the President on Wednesday. This meeting probably will be held at [REDACTED]

d. The termination of the exercise has been moved up to 5 p.m. Eastern Daylight Time, Wednesday 25 July.

e. The signal for the beginning of the alert will be given at 11:09 a.m. Eastern Daylight Time, Friday, 20 July.

f. There will be a shelter drill on Friday for those remaining in Washington. A notice on this will be distributed tomorrow (Tuesday, 17 July).

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[REDACTED]
Office of General Counsel

~~SECRET~~

256.1311

15 JUN 1956

MEMORANDUM FOR: Deputy Director (Support)

ATTENTION: Special Planning Assistant to the DD/S

SUBJECT: Policies and Procedures Concerning Travel and
Compensation for Operation Alert 1956

1. Pursuant to a request from the SPA/DD/S, this Office, in collaboration with the Comptroller's Office and representatives of the Office of Logistics, Office of Communications and Office of General Counsel, has reviewed the subject problems concerning the Operation Alert. As a result of this review, Attachment 1 is proposed as the substance of a directive to all concerned. It is recommended that the proposed material be published in an Agency notice in order to inform all concerned of the manner in which Agency policies concerning travel and compensation, primarily, will be administered during the alert exercise.

2. During this exercise, employees taking part will be covered by the Bureau of Employees Compensation program during the time they are officially traveling and while in performance of duty at the TDY post. It is not considered necessary to make special mention of this in the issuance.

3. For security and administrative expense reasons, it is urged that, insofar as practicable, the number of private automobiles used for the official travel be kept to a minimum consistent with the purposes of the exercise. The automobile registration control procedure has been cleared with Colonel Bigelow per telecon on 14 June 1956.

4. The policies proposed are consistent with current Agency practices involving travel to and from TDY at the site of the exercise. It is the firm conviction of this Office and the Comptroller that no per diem should be authorized since meals and quarters will be provided at Government expense. We believe that compensation or compensatory time off for officers at grade GS-11 or above should not be authorized or considered necessary or desirable during an exercise designed to test our emergency plans and provide those officers with this type of experience and training.

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**SUBJECT: Policies and Procedures Concerning Travel and Compensation
for Operation Alert 1956**

5. Additionally, (attachment 2) we are forwarding a proposed blanket TDY travel order to implement the policies announced in the attached proposed issuance.

SIGNED
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Director of Personnel

Attachment:

1. Proposed notice
2. TDY travel order

CONCUR:

RECEIVED

15 JUN 1956

Member, Support Planning Committee,
Personnel

Date

Member, Support Planning Committee,
Comptroller

Date

Office of General Counsel

Date

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